

**BARABOO BUSINESS IMPROVEMENT DISTRICT  
BOARD OF DIRECTORS MEETING AGENDA**



**Date and Time:** **Wednesday, December 18, 2019 5:45 P.M.**  
**Location:** **City Hall, 101 South Blvd., Baraboo, WI West Committee Room #205**  
**BID Members Noticed:** S. Fay, N. Marklein Bacher, B. Stelling, T. Wickus, T. Kolb, S. Byberg, Tiffany Sloan, Samantha Ramsey Bruncker, L. Steffes, Mike Yount  
**Others Noticed** K. Downing  
Media: News Republic, WRPQ, Library, City Hall

**OPENING**

1. Call to Order.
2. Roll Call.
3. Announce compliance with Open Meeting Law.
4. Approval of the minutes of the November 20, 2019 meeting.
5. Adoption of Agenda.

**REPORTS OF OFFICERS and COMMITTEES**

1. President
2. Secretary
3. Treasurer
4. Appearance Committee
5. Business Development Committee
6. Finance Committee
7. Parking Committee
8. Promotions Committee

**OLD BUSINESS**

**NEW BUSINESS**

- Approval of Vouchers

**NEXT AGENDA ITEMS AND MEMBER COMMENTS**

**CORRESPONDENCE & ANNOUNCEMENTS**

**NEXT MEETING** – January 15, 2020 at 5:45 PM

**ADJOURNMENT**

Sarah Fay, Chairperson

***Board Members are asked to notify the President or Vice President at least 24 hours before the meeting if they will not be able to attend.***

Agenda prepared by S. Fay  
Agenda posted by D. Munz on 12/13/2019

**PLEASE TAKE NOTICE** that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact City Clerk Brenda Zeman, phone # 355-2700, ext. 7311, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of the City of Baraboo who are not members of the above Council, committee, commission, or board may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, other than the Council, committee, commission or board identified in the caption of this notice.

**FOR INFORMATION ONLY, AND NOT A NOTICE TO PUBLISH**

Baraboo BID Meeting Minutes  
11/20/19

Present: Members: Stelling, Fay, Marklein, Kolb, Sloan, Wickus, Byberg  
Others: Geick, Kierzek

Absent: Brunker, Steffes

President Fay called the meeting to order at 5:47

Approval of October 2019 minutes: Kolb/Stelling  
Adoption of Agenda: Stelling/Sloan

President: None  
Secretary: None  
Treasurer: None  
Appearances:  
Business Development:  
Finance: None  
Parking: None  
Promotions:

Old Business

1. Branding update: Committee looking to confirm funds for matching Gem grant
2. Ad Hoc Committee: City Council approved negotiating with County re: City-owned land adjacent to County parking lot
3. Approved BID Assessment: No feedback from building owners

New Business

1. Vouchers:
  - a. Countryside Refind \$569  
(Appearances) Christmas décor
  - b. DBI refund for credit card purchase \$657.14  
(Appearances) Hanging baskets
  - c. Boy Scouts \$1,889.12  
(Appearances) Garland
  - d. Lacey Steffes \$620  
\$385  
(Promotions) Social media ads for Farmer's Market
  - e. DBI \$750  
(Promotions) Farmer's Market Music
  - f. Fred Moh \$446.30  
(Promotions) Farmer's Market
  - g. Don-Rick Insurance \$635

**Total:**

**\$5,951.56**

Approved: Byberg/Sloan

2. Civic Center Wall Mural: Discussed Baraboo Public Arts call for under-21 year old submissions; BPA is looking for donations.
3. Open Board Seat Recommendation: Fay sent out an email to building owners. Mike Yount (Tin Roof Dairy) expressed interest.
4. Thank you, Ed and Lacey!

Motion to adjourn at 6:06 by Sloan/Kolb

**City of Baraboo**  
**BID Fund 390**  
**Balance Sheets**  
**November 30, 2019 and December 31, 2018**

<b>Assets:</b>	<b>November 30, 2019</b>	<b>December 31, 2018</b>
<b>Current Assets:</b>		
Cash	\$ 72,060.50	\$ 67,994.47
BID Assessment Receivable	-	-
Accounts Receivable	-	750.00
Due from Tax Roll	7,559.77	8,863.62
<b>Total Current Assets</b>	<u>79,620.27</u>	<u>77,608.09</u>
<b>Total Assets</b>	<u><u>\$ 79,620.27</u></u>	<u><u>\$ 77,608.09</u></u>
<b>Liabilities and Fund Equity:</b>		
<b>Liabilities:</b>		
Accounts Payable	\$ -	\$ 10,561.44
Due to General Fund	-	896.26
<b>Total Liabilities</b>	<u>-</u>	<u>11,457.70</u>
<b>Fund Equity:</b>		
Fund Balance	66,150.39	89,592.22
Designated-Project contrib	-	-
Net Revenues/(Expenditures)	13,469.88	(23,441.83)
<b>Total Fund Equity</b>	<u>79,620.27</u>	<u>66,150.39</u>
<b>Total Liabilities and Fund Equity</b>	<u><u>\$ 79,620.27</u></u>	<u><u>\$ 77,608.09</u></u>

**City of Baraboo**  
**BID Fund 390**  
**Income Statement with Comparison to Budget**  
**For The Eleven Months Ending November 30, 2019**

<b>Revenues:</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Budget</b>	<b>Percentage of Budget</b>
BID Assessment	\$ -	\$ 48,311.06	\$ 46,900.00	103.01
Contrib Baraboo Public Arts	-	-	-	-
Donations and Contributions	362.00	1,150.00	1,000.00	115.00
Transfer from General Fund	-	-	-	-
Fund Balance Applied	-	-	5,000.00	-
<b>Total Revenues</b>	<b>\$ 362.00</b>	<b>\$ 49,461.06</b>	<b>\$ 52,900.00</b>	<b>93.50</b>
<b>Expenditures:</b>				
<b>Economic Development</b>				
Facilities Improvements	\$ -	\$ -	\$ -	-
Facility Improvements	-	-	-	-
<b>Total Economic Development</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Transfer to Debt Service</b>				
Cost Reallocation	\$ -	\$ -	\$ -	-
<b>Total Transfer to Debt Service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Transfer to Capital Projects</b>				
Cost Reallocation	\$ -	\$ -	\$ -	-
<b>Total Transfer to Capital Projects</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Community Development</b>				
Publishing	\$ -	\$ -	\$ -	-
Professional Services	-	1,600.00	2,000.00	80.00
Accounting Services	-	1,370.07	800.00	171.26
Parking Lot Development	-	-	1,500.00	-
Appearances/Banners	3,115.26	10,897.75	17,000.00	64.10
Promotions	2,201.30	21,314.59	25,500.00	83.59
Business Development	-	103.57	5,250.00	1.97
Office Supplies	-	70.20	200.00	35.10
Operating Supplies	-	-	-	-
Insurance	635.00	635.00	650.00	97.69
<b>Total Community Development</b>	<b>\$ 5,951.56</b>	<b>\$ 35,991.18</b>	<b>\$ 52,900.00</b>	<b>68.04</b>
<b>Total Expenditures</b>	<b>\$ 5,951.56</b>	<b>\$ 35,991.18</b>	<b>\$ 52,900.00</b>	<b>68.04</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ (5,589.56)</b>	<b>\$ 13,469.88</b>	<b>\$ -</b>	

**City of Baraboo**  
**BID - Pocket Park Fund 392**  
**Balance Sheets**  
**November 30, 2019 and December 31, 2018**

<b>Assets:</b>	<b>November 30, 2019</b>	<b>December 31, 2018</b>
<b>Current Assets:</b>		
Cash	\$ 1,942.17	\$ 1,942.17
<b>Total Current Assets</b>	<u>1,942.17</u>	<u>1,942.17</u>
<b>Total Assets</b>	<u><u>\$ 1,942.17</u></u>	<u><u>\$ 1,942.17</u></u>
<b>Liabilities and Fund Equity:</b>		
<b>Liabilities:</b>		
Accounts Payable	\$ -	\$ -
<b>Total Liabilities</b>	<u>-</u>	<u>-</u>
<b>Fund Equity:</b>		
Fund Balance	1,942.17	2,064.54
Net Revenues/(Expenditures)	-	(122.37)
<b>Total Fund Equity</b>	<u>1,942.17</u>	<u>1,942.17</u>
<b>Total Liabilities and Fund Equity</b>	<u><u>\$ 1,942.17</u></u>	<u><u>\$ 1,942.17</u></u>

**City of Baraboo**  
**BID - Pocket Park Fund 392**  
**Income Statement with Comparison to Budget**  
**For The Eleven Months Ending November 30, 2019**

<b>Revenues:</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Budget</b>	<b>Percentage of Budget</b>
Interest on Investments	\$ -	\$ -	\$ -	-
Donations and Contributions	-	-	-	-
Transfer from BID	-	-	-	-
Fund Balance Applied	-	-	-	-
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Expenditures:</b>				
<b>Community Development</b>				
Operating Expense	\$ -	\$ -	\$ -	-
Land or Land Improvements	-	-	-	-
Facilities Improvements	-	-	-	-
<b>Total Community Development</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Facilities Improvements			01/01/2019 (00/19) Balance	390-10-55180-861-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Facility Improvements			01/01/2019 (00/19) Balance	390-10-56710-861-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Cost Reallocation			01/01/2019 (00/19) Balance	390-10-59230-900-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Cost Reallocation			01/01/2019 (00/19) Balance	390-10-59243-900-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Publishing			01/01/2019 (00/19) Balance	390-69-56700-210-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Professional Services			01/01/2019 (00/19) Balance	390-69-56700-215-000			.00
04/30/2019	AP	577	BAKER TILLY VIRCHOW KRAUSE LLP **VendorNo: 200 **Inv. No: BT1419154 **Desc: BID-2018 AUDIT **Inv. Date: 4/30/2019 **PO No:		1,600.00		
YTD Encumbrance		.00 YTD Actual	1,600.00 Total	1,600.00 YTD Budget	2,000.00 Unexpended	400.00	
Accounting Services			01/01/2019 (00/19) Balance	390-69-56700-219-000			.00
04/18/2019	AP	651	CITY OF BARABOO **VendorNo: 493 **Inv. No: 11373 **Desc: BID-WAGES IST QTR **Inv. Date: 4/18/2019 **PO No:		418.97		
06/30/2019	AP	511	CITY OF BARABOO **VendorNo: 493 **Inv. No: 11410 **Desc: BID-2019 2ND QTR WAGES,SS,RETIREMENT,HEALTH **Inv. Date: 6/30/2019 **PO No:		317.69		
09/30/2019	AP	658	CITY OF BARABOO **VendorNo: 493 **Inv. No: 11447 **Desc: BID-3RD QTR WAGES **Inv. Date: 9/30/2019 **PO No:		633.41		
YTD Encumbrance		.00 YTD Actual	1,370.07 Total	1,370.07 YTD Budget	800.00 Unexpended	(570.07)	
Parking Lot Development			01/01/2019 (00/19) Balance	390-69-56700-300-970			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	1,500.00 Unexpended	1,500.00	
Appearances/Banners			01/01/2019 (00/19) Balance	390-69-56700-300-971			.00
04/13/2019	AP	567	AMERICAN LEGION POST 26 **VendorNo: 101 **Inv. No: 04132019 **Desc: BID-FLAGS FOR DOWNTOWN **Inv. Date: 4/13/2019 **PO No:		301.41		
04/23/2019	AP	710	GATEHOUSE GARDENS **VendorNo: 954 **Inv. No: 7 **Desc: BID-2019 SPRING PLANTERS **Inv. Date: 4/23/2019 **PO No:		710.00		
05/16/2019	AP	587	KRIETE TRUCK CENTER-MADISON **VendorNo: 1401 **Inv. No: 87116 **Desc: BID-SAND BLAST AND PAINT 5 BENCHES **Inv. Date: 5/16/2019 **PO No:		1,200.00		



Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/30/2019	AP	670	GATEHOUSE GARDENS **VendorNo: 954 **Inv. No: 46 **Desc: BID-HANGING BASKETS/SUMMER PLANTERS **Inv. Date: 6/30/2019 **PO No:		1,880.00		
09/18/2019	AP	815	DEPPE, WILLIE **VendorNo: 3537 **Inv. No: 152 **Desc: BID-JUNE,JULY, AUG,SEPT 2019 WATERING **Inv. Date: 9/18/2019 **PO No:		2,275.00		
09/19/2019	CR	4001369	BID- OPEN SIGN - FETCH 22 Description: BID- OPEN SIGN - FETCH 22			25.00-	
10/16/2019	AP	930	DEPPE, WILLIE **VendorNo: 3537 **Inv. No: 153 **Desc: BID-FLOWER WATERING & MAINTENANCE **Inv. Date: 10/16/2019 **PO No:		796.08		
10/14/2019	AP	933	FRANZ LANDSCAPE AND TREE SERVICE **VendorNo: 3554 **Inv. No: 210 **Desc: BID-PLANTERS FOR DOWNTOWN **Inv. Date: 10/14/2019 **PO No:		645.00		
10/24/2019	AP	678	BOY SCOUTS OF AMERICA **VendorNo: 366 **Inv. No: 10242019 **Desc: BID-9 100' GARLANDS INSTALLED ON 35 POLES **Inv. Date: 10/24/2019 **PO No:		1,889.12		
10/30/2019	AP	721	DOWNTOWN BARABOO INC. **VendorNo: 723 **Inv. No: 32898-TOPIARY **Desc: BID-HANGING BASKETS **Inv. Date: 10/30/2019 **PO No:		657.14		
11/19/2019	AP	925	COUNTRYSIDE REFINO **VendorNo: 3038 **Inv. No: 000067 **Desc: BID-CHRISTMAS SIGNS/POSTS/ARROWS **Inv. Date: 11/19/2019 **PO No:		569.00		
YTD Encumbrance		.00	YTD Actual 10,897.75 Total 10,897.75 YTD Budget 17,000.00 Unexpended		6,102.25		
Promotions			01/01/2019 (00/19) Balance	390-69-56700-300-972			.00
12/18/2018	AP	208	MOH, FRED **VendorNo: 1679 **Inv. No: 12182018 **Desc: BID-WEBSITE SECURITY **Inv. Date: 12/18/2018 **PO No:		49.00		
03/18/2019	AP	512	NEXT LEVEL LLC **VendorNo: 1788 **Inv. No: 4725 **Desc: BID-DOWNTOWN BARABOO ADVERTISING 2019 **Inv. Date: 3/18/2019 **PO No:		522.50		
02/22/2019	AP	590	SKILLET CREEK MEDIA **VendorNo: 2319 **Inv. No: 1320 **Desc: BID-FARMERS MARKET WEB HOSTING **Inv. Date: 2/22/2019 **PO No:		125.00		
04/01/2019	AP	609	CAPITAL NEWSPAPERS **VendorNo: 420 **Inv. No: 2580483-040119 **Desc: BID-BARABOO NEWSLETTER **Inv. Date: 4/1/2019 **PO No:		335.00		
04/01/2019	AP	610	CAPITAL NEWSPAPERS **VendorNo: 420 **Inv. No: 2580483-040119 **Desc: BID-DEVILS LAKE DIRECTORY 2019 **Inv. Date: 4/1/2019 **PO No:		1,050.00		
04/19/2019	AP	697	DOWNTOWN BARABOO INC. **VendorNo: 723 **Inv. No: 6766 **Desc: BID-7X13 GRAPHIC BANNER **Inv. Date: 4/19/2019 **PO No:		205.04		
04/15/2019	AP	796	NEXT LEVEL LLC **VendorNo: 1788 **Inv. No: 4750 **Desc: BID-BILLBOARD DESIGN **Inv. Date: 4/15/2019 **PO No:		309.00		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/07/2019	AP	806	ORTNER-BLAKE, LORRAINE **VendorNo: 1847 **Inv. No: 759 **Desc: BID-BILLBOARD DESIGN **Inv. Date: 4/7/2019 **PO No:		243.10		
04/19/2019	AP	482	CAPITAL NEWSPAPERS **VendorNo: 420 **Inv. No: 3716711 **Desc: BID-DEVILS LAKE MAP **Inv. Date: 4/19/2019 **PO No:		525.00		
05/01/2019	AP	789	NEI-TURNER MEDIA GROUP, INC. **VendorNo: 3082 **Inv. No: 9786 **Desc: BID-BRAVA MAGAZINE AD 1/2 PAGE **Inv. Date: 5/1/2019 **PO No:		1,085.00		
06/08/2019	AP	631	CAPITAL NEWSPAPERS **VendorNo: 420 **Inv. No: 3739535 **Desc: BID-THIS WEEK IN YOUR AREA AD **Inv. Date: 6/8/2019 **PO No:		1,305.00		
05/09/2019	AP	783	MINUTEMAN PRESS-BARABOO INC **VendorNo: 1670 **Inv. No: 5092019 **Desc: BID-FARMER'S MARKET SIGNAGE **Inv. Date: 5/9/2019 **PO No:		115.96		
04/17/2019	AP	785	MOH, FRED **VendorNo: 1679 **Inv. No: 04172019 **Desc: BID- FARMERS MARKET EXPENSE **Inv. Date: 4/17/2019 **PO No:		63.69		
05/20/2019	AP	790	NEXT LEVEL LLC **VendorNo: 1788 **Inv. No: 4755 **Desc: BID-DOWNTOWN BARABOO ADVERTISING 2019 **Inv. Date: 5/20/2019 **PO No:		180.00		
02/21/2019	AP	506	CHAMBER OF COMMERCE BARABOO **VendorNo: 461 **Inv. No: 15389 **Desc: BID-BRANDING PROJECT **Inv. Date: 2/21/2019 **PO No:		5,000.00		
09/27/2019	AP	698	DOWNTOWN BARABOO INC. **VendorNo: 723 **Inv. No: 6865 **Desc: BID-2019 XMAS ADVERTISING **Inv. Date: 9/27/2019 **PO No:		2,000.00		
09/27/2019	AP	699	DOWNTOWN BARABOO INC. **VendorNo: 723 **Inv. No: 6865 **Desc: BID-2019 XMAS LIGHT PARADE **Inv. Date: 9/27/2019 **PO No:		3,000.00		
09/27/2019	AP	700	DOWNTOWN BARABOO INC. **VendorNo: 723 **Inv. No: 6865 **Desc: BID-2019 DBI EVENTS COORDINATOR SUPPORT **Inv. Date: 9/27/2019 **PO No:		3,000.00		
09/27/2019	AP	722	DOWNTOWN BARABOO INC. **VendorNo: 723 **Inv. No: 6864 **Desc: BID-FARMER'S MARKET ENTERTAINMENT FEES **Inv. Date: 9/27/2019 **PO No:		750.00		
11/20/2019	AP	797	MOH, FRED **VendorNo: 1679 **Inv. No: NOVEMBER202019 **Desc: BID-FARMER'S MARKET SET UP-MILEAGE, SUPPLIES WEBSITE SECURITY **Inv. Date: 11/20/2019 **PO No:		446.30		
10/31/2019	AP	862	STEFFES, LACEY **VendorNo: 2400 **Inv. No: OCT2019 **Desc: BID-REIMBURSE SOCIAL MEDIA ADS **Inv. Date: 10/31/2019 **PO No:		620.00		
10/31/2019	AP	863	STEFFES, LACEY **VendorNo: 2400 **Inv. No: OCT2019 **Desc: BID-REIMBURSE SOCIAL MEDIA ADS **Inv. Date: 10/31/2019 **PO No:		385.00		
YTD Encumbrance		.00 YTD Actual	21,314.59 Total	21,314.59 YTD Budget	25,500.00 Unexpended	4,185.41	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Business Development			01/01/2019 (00/19) Balance	390-69-56700-300-973			.00
02/21/2019	CR	5000638	CHILDREN'S MUSEUM SECURITY DEPOSIT Description: CHILDREN'S MUSEUM SECURITY DEPOSIT RETURN - KLP HOLDINGS			750.00-	
02/28/2019	JE	32	RJE 12 120 Revesre receivable for Pop up sho		750.00		
05/09/2019	AP	784	MINUTEMAN PRESS-BARABOO INC **VendorNo: 1670 **Inv. No: 5092019 **Desc: BID-2019 POP UP SHOP ADVERTISEMENT **Inv. Date: 5/9/2019 **PO No:		103.57		
YTD Encumbrance		.00	YTD Actual	103.57 Total	103.57 YTD Budget	5,250.00 Unexpended	5,146.43
Office Supplies			01/01/2019 (00/19) Balance	390-69-56700-310-000			.00
04/18/2019	AP	652	CITY OF BARABOO **VendorNo: 493 **Inv. No: 11373 **Desc: BID-POSTAGE/COPIES 1ST QTR **Inv. Date: 4/18/2019 **PO No:		65.55		
06/30/2019	AP	510	CITY OF BARABOO **VendorNo: 493 **Inv. No: 11410 **Desc: BID-COPIES **Inv. Date: 6/30/2019 **PO No:		1.89		
09/30/2019	AP	659	CITY OF BARABOO **VendorNo: 493 **Inv. No: 11447 **Desc: BID-3RD QTR COPIES/POSTAGE **Inv. Date: 9/30/2019 **PO No:		2.76		
YTD Encumbrance		.00	YTD Actual	70.20 Total	70.20 YTD Budget	200.00 Unexpended	129.80
Operating Supplies			01/01/2019 (00/19) Balance	390-69-56700-340-000			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00
Insurance			01/01/2019 (00/19) Balance	390-69-56700-510-000			.00
10/21/2019	AP	720	DON-RICK INSURANCE INC. **VendorNo: 714 **Inv. No: 588601 **Desc: BID-2ND TERM INS RENEWAL 11_20_20 TO 11_20_21 **Inv. Date: 10/21/2019 **PO No:		635.00		
YTD Encumbrance		.00	YTD Actual	635.00 Total	635.00 YTD Budget	650.00 Unexpended	15.00
Number of Transactions: 44 Number of Accounts: 14					Debit	Credit	Proof
Total BID:					36,766.18	775.00-	35,991.18

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Operating Expense			01/01/2019 (00/19) Balance	392-69-56700-300-000			.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Land or Land Improvements			01/01/2019 (00/19) Balance	392-69-56700-821-000			.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Facilities Improvements			01/01/2019 (00/19) Balance	392-69-56700-861-000			.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
Number of Transactions: 0 Number of Accounts: 3					Debit	Credit	Proof
Total BID - Pocket Park:					.00	.00	.00
Number of Transactions: 44 Number of Accounts: 17					Debit	Credit	Proof
Grand Totals:					36,766.18	775.00-	35,991.18

Baraboo Area Chamber of Commerce

P.O. Box 442  
600 W. Chestnut St.  
Baraboo, WI 53913

## Invoice

Date	Invoice #
10/31/2019	15813

<b>Bill To</b>
Baraboo Improvement District

## BARABOO AREA CHAMBER & TOURISM

		Terms
Description	Rate	Amount
Shared 2019 Holiday Billboards, Lamar Companies	1,875.00	1,875.00



<b>Subtotal</b>	\$1,875.00
<b>Sales Tax (5.5%)</b>	\$0.00
<b>Total</b>	\$1,875.00
Payments/Credits	\$0.00
<b>Balance Due</b>	\$1,875.00

# Capital Newspapers

1901 Fish Hatchery Road • Madison, WI 53713-1248  
Phone (608) 252-6200

## ADVERTISING INVOICE

BILLING PERIOD		ADVERTISER/CLIENT NAME	
11/21/19		BARABOO CITY OF	
TOTAL AMOUNT DUE	*UNAPPLIED AMOUNT	TERMS OF PAYMENT	
\$112.06			
CURRENT NET AMOUNT DUE	30 DAYS	60 DAYS	OVER 90 DAYS

PAGE #	BILLING DATE	BILLED ACCOUNT NAME AND ADDRESS	REMITTANCE ADDRESS
1	11/21/19	BARABOO CITY OF Brenda Zeman 101 South Blvd Baraboo, WI 53913	CAPITAL NEWSPAPERS P.O. BOX 725 RACINE, WI 53401
ACCOUNT NUMBER			
2526218			
2526218			

Credit Card #: \_\_\_\_\_ Invoice #: 1675159  
Expiry Date: \_\_\_\_\_ Check #: \_\_\_\_\_  
Security Code: \_\_\_\_\_

▲ REMIT TO ▲

AMOUNT PAID \_\_\_\_\_

PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	NEWSPAPER REFERENCE	DESCRIPTION - OTHER COMMENTS/CHARGES	SAU SIZE BILLED UNITS	TIMES RUN RATE	GROSS AMOUNT	NET AMOUNT
11/18/19	3779758	PBNR Business Improvment District	214L 214.00	1	\$112.06	\$112.06
CLASS CODE =		27				
PO NUMBER =		Public Hearing				

RECEIVED  
NOV 27 2019  
BY: \_\_\_\_\_

## STATEMENT OF ACCOUNT AGING OF PAST DUE ACCOUNTS

CURRENT NET AMOUNT DUE	30 DAYS	60 DAYS	OVER 90 DAYS	*UNAPPLIED AMOUNT	TOTAL AMOUNT DUE
					\$112.06

### Capital Newspapers

1901 Fish Hatchery Road • Madison, WI 53713-1248

Representing:  
Wisconsin State Journal  
The Capital Times  
Baraboo News Republic  
Portage Daily Register

Daily Citizen  
The Sauk Prairie Eagle  
Wisconsin Dells Events  
Juneau County Star-Times  
Reedsburg Times-press

Shopper Stopper  
Wisconsin Reminder  
Shopper Stopper Extra  
Wisconsin Reminder Extra  
madison.com

Columbus Journal  
Tri County  
Monday Mini  
Monday Marketeer

Shopping Reminder  
Shopper's View

BILLING PERIOD		ACCOUNT NUMBER	ADVERTISER/CLIENT NO.	ADVERTISER/CLIENT NAME
11/21/19		2526218	2526218	BARABOO CITY OF